

*Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.*

## JOB ANNOUNCEMENT

**POSITION: LIMITED BUILDING INSPECTOR**

Posting# 3030-0215jhm

### REQUIRED ATTACHMENTS TO APPLICATION:

- Supplemental Documents: *Supplemental Questionnaire*
- Required licensure

**STARTING SALARY: \$20.93 per hour, \$1,674 Bi-weekly** *plus benefits package*  
*Step increase available after completing probation and annually thereafter.*

**OPENING DATE:** January 23, 2015

**CLOSING DATE:** February 9, 2015

*The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months*

**For additional information see the job description at - -** <http://www.utahcounty.gov/jobs>

**JOB SUMMARY:** Under general direction of the Building Official, performs building inspections within International Code Council (ICC) certifications to determine compliance with adopted construction codes.

**DUTIES INCLUDE:** Performs scheduled inspections and writes finding reports. Reviews plans and permit files before performing inspections. Assists in issuing permits and maintenance of files for permits, plans, and inspection reports. Researches pertinent code provisions. Identifies and documents building violations. Refers zoning, fire code, and other violations to appropriate offices. Answers technical questions on code and accepted construction practices. Maintains daily log of activities. Assists in disaster response inspections as needed. Uses and maintains inspection tools, vehicle, and other equipment related to job functions.

### EVALUATION AND SELECTION FACTORS INCLUDE:

**Knowledge:** of adopted construction codes;

**Ability:** to maintain cooperative working relationships with those contacted in the course of work activities; accurately apply codes while inspecting buildings under construction, enforce codes with tact and impartiality; research and update computer records, communicate effectively verbally and in writing, maintain files, records, and reports.

**REQUIREMENTS FOR EMPLOYMENT:** Equivalent to a high school diploma and twelve (12) months work experience in the construction industry. Internship training in building inspection will also count towards meeting the work experience requirement. **Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

**LICENSURE/CERTIFICATIONS:** Applicant must possess a valid driver license and obtain a valid State of Utah driver license within 60 days of employment. Applicant must possess and maintain a valid International Code Conference (ICC) certification as a Building Inspector. Selected applicant must obtain a valid State of Utah Limited Building Inspector License prior to employment.

**EXAMINATION/SELECTION PROCESS:** Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Personnel Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Personnel Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Personnel Department reserves the right to call only the most qualified applicants to any of the examinations.